

TOWN OF ACTON
SIDEWALK COMMITTEE MEETING
Minutes of Sept 14, 2011

7:00 p.m.

Acton Memorial Library Conference Room

Present: Leslie Hogan, Dana Snyder-Grant, Dick Calandrella, Steve Evans, Pam Cochrane, Bettina Abe, Selectman John Sonner.

Citizen Concerns:

We received a letter expressing concern on sidewalk upkeep and maintenance. We referred the writer to Dir. Of Municipal Properties Dean Charter.

Procedural Matters:

The **August 2011 minutes** were approved.

Duggan Farm, 314 Arlington Street

Construction plans were reviewed. We requested that new section of sidewalk on Arlington St. be constructed consistently with the existing Arlington St. sidewalk.

► Bettina will communicate this to Kim Gorman of the Planning board, and confirm with her that no sidewalk is planned for within the development.

SATSAC Update (South Acton Train Station)

On 9/23 the 90% Design will be available. There will be no net gain or loss of parking. Note that the Littleton station has doubled parking. Ayer is increasing parking, as is Shirley. Lighting at the train station? TBD. [Re Whistle Ban in Acton: we must keep 'safe crossings' to maintain whistle ban; the West Acton Route 111 crossing may have a less onerous design yet still be designated a 'safe crossing'.]

It is anticipated that Stow Street will have an increase in car and pedestrian traffic, due to drop offs at the South / inbound side of the train station. We will monitor the situation. We cannot anticipate sidewalk needs without a complete understanding of the design. We will re-evaluate the need at a later time. ► Leslie will discuss with Engineering Corey York the Martin to Maple part of Stow Street.

Update from Engineering

- A citizen of Keefe road has requested a sidewalk.
- A citizen of Taylor Road visited engineering to discuss crosswalks.
- High Street letters will go out this month to residents.
- Great Road – Prelim design done except 'how to go over bridge'. Design needs approval from Mass Highway. Build in spring / summer of 2012.
- Martin Street – Surveyed, design started. Pave next year.
- Taylor Road - RFP for Taylor road survey/design has been sent out. Preliminary design to be done over this winter. Phase 1: Main to Minot.
- Summer St: to be done in 2012. By town staff, not contracted, as it's a small project. 2 sections of Summer St. to be done. (Does town have setbacks or need easements?)
- Hiring of a 3rd Engineering Staff member is in process.
- **Sidewalk Funds** – ► Next month we (sidewalk committee) will discuss sidewalk funding.

20/20 Discussion (documents from Paulina Knibbe)

Review Goal 3 objective 3.1, from the Acton 2020 Recommended Implementation Program Working Draft:

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Strategy	Action Steps	Responsibility	Timing/Priority
GOAL 3: Improve Connections			
<i>Objective 3.1: Improve walking and biking.</i>			
Build more sidewalks	<ul style="list-style-type: none">Continue to update the <i>Sidewalk Construction Priority List</i>. Emphasize projects that provide access to schools, the train station, and the villages, particularly the designated growth centers (See also Objectives 1.1 and 1.5).	Sidewalk Committee	Highest
	<ul style="list-style-type: none">Construct new sidewalks according to the priority list. Follow the sidewalk design guidelines when constructing new sidewalks or updating existing ones. <div>Capital Investment</div>	Sidewalk Committee, Engineering, FinComm	Highest

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Sidewalk committee comments: Remove the Sidewalk committee from the “Responsibility” column, as we do not/cannot build Sidewalks, we advise [Acton selectmen] on priorities. Swap order of objectives: design, then build. There is an Acton 2020 meeting on October 12 and we (some or all of sidewalk committee) are invited to attend, but this is coincident with our own sidewalk committee meeting. After some discussion, we resolved to have a brief October meeting and attend the 2020 meeting afterward, as possible.

CPA (Community Preservation Act) Funds (Leslie):

Leslie talked with a CPA committee member. Sudbury has used \$100k 3 times for ‘walkways’. Recreation is one of 4 categories for use of CPA funds, and we recognize that much walking is recreational. We should look at funding walkways in conjunction with other projects, like ballfields, NARA, railtrails. ► Leslie will talk to Sudbury, and update us at the next meeting.

Meeting adjourned 8:35 p.m.

Respectfully,
Steve Evans

Open Meeting law requires that the following must be included in the minutes:

- ✓ Date, place, time and matters discussed.
- ✓ Summaries of discussions
- ✓ List of documents used
- ✓ Decisions made
- ✓ Actions taken
- ✓ Record of all votes (yeas, nays and abstentions).
- ✓ A list of all documents and other exhibits, such as photographs, recordings, maps and presentations used by the body at the open or executive session.

Future Meetings Planned: (All at 7pm at the Acton Memorial Library Conference Room, on the second Wednesday of the month)

October 12
November 9

December 14